

**NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION  
GREEN ACRES PROGRAM – TAX EXEMPTION PROGRAM**

**APPLICATION FOR REAL PROPERTY TAX EXEMPTION**

**N.J.S.A. 54:4-3.63 et seq.**

NOTE: All applicant organizations shall be exempted from Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code of 1954 prior to the submission of this application.

The enabling legislation for this exemption program states that the property for which an exemption is claimed shall be made open to the public on an equal basis and that the granting of an exemption for the property shall be in the public interest.

Please submit two **Initial Applications (Form GAR-031 2/08)** with two **Initial Statements *per Block and Lot*** to the Tax Assessor of the municipality in which the property is located.

Also, please submit one **Initial Application (Form GAR-031 2/08)** and one **Initial Statement *per Block & Lot*** to the following address:

**NJ Department of Environmental Protection  
Green Acres Program  
Attn: Tax Exemption Program  
P.O. Box 412  
Trenton, NJ 08625-0412**

**ALL DOCUMENTS MUST HAVE ORIGINAL SIGNATURES.**

Click here to obtain an [INITIAL STATEMENT FORM](#).

**PART A - OWNER INFORMATION**

1. Name of Organization: \_\_\_\_\_
2. Official Address: \_\_\_\_\_
3. Organizational Representative to receive correspondence regarding this application:  
Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
(if different from organization's address above)  
Business Phone: (     ) \_\_\_\_\_ E-mail Address: \_\_\_\_\_

**PART B - PROPERTY INFORMATION**

1. Location and Description of the Property.  
(Submit separate applications for each municipality. Attach additional sheets if necessary.)

**Municipality:** \_\_\_\_\_ **County:** \_\_\_\_\_

BLOCK	LOT	CURRENT ASSESSMENT	CURRENT TAXES (annual)	ACRES	ZONING	BUILDINGS OR STRUCTURES

- (a) Flora: \_\_\_\_\_
- (b) Fauna: \_\_\_\_\_
- (c) Adjacent Land Use: \_\_\_\_\_
- (d) Facilities on the Property (boat dock, bathing beach, parking lot, dormitory, etc.): \_\_\_\_\_

2. To substantiate the organization's request for tax exemption, the following documents must be submitted:

- (a) A statement describing the **public use** that will be permitted on the property. This use statement must be a detailed account of all recreation and/or conservation facilities that are available. Explain in detail how the public use will differ from the existing private use of the property;
- (b) A detailed statement describing the **means of access** to the property (street location, parking, etc.) and municipal, street, and detailed site maps showing the location, accessibility, and features of the property;
- (c) A detailed statement describing any **fees, charges, memberships, registrations or schedules** regarding the public use of the property. Explain how the public fees or schedule differ from the existing private ones;
- (d) A detailed statement describing any **restrictions** on the public use of the property (camping, boating, hunting, fishing, day use only, no fires, etc.), and the rationale for the restriction (suitability of land, sensitivity of natural resources, proper maintenance and improvement of the property, etc.); and
- (e) A detailed plan for the **maintenance, policing and preservation** of the property.

3. List any **current leases, business activities, other uses**, etc., which are part of the operation of the property:

\_\_\_\_\_

### **PART C - MUNICIPAL INFORMATION**

1. Name, Address and Phone Number of the **Municipal Tax Assessor**

Name: \_\_\_\_\_ Phone: (     ) \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

2. Name, Address, and Phone Number of the **Official Advertising Newspaper of the Municipality**.

(This information should be obtained from the municipal clerk's office.)

Name: \_\_\_\_\_ Phone: (     ) \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### **PART D - SAVE HARMLESS**

Name of Organization: \_\_\_\_\_

\_\_\_\_\_ does hereby hold the STATE OF NEW JERSEY, and the Departments and Agencies thereof, harmless from any damages, losses and claims which may arise directly or indirectly from the public use of such lands which may be certified under this act (N.J.S.A. 54:4-3.63 et seq.).

**This form is prescribed by the Commissioner, New Jersey Department of Environmental Protection, as required by N.J.S.A. 54:4-3.63 et seq., and may be duplicated but may not be altered or amended without the approval of the Commissioner.**